

# Memo

**To:** All City of Carmel Employees  
**From:** Barbara Lamb, Director of Human Resources  
**Date:** September 11, 2017  
**Re:** 2018 Holiday Schedule

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The following holiday schedule will be in effect for 2018. The alternate dates in the right-hand column apply only to public safety and other employees whose regularly scheduled hours include weekends, even if they do not work on these specific days.

<u>Holiday</u>	<u>Standard Administrative Schedule</u>	<u>Alternate Shift Schedule</u>
New Year's Day	Monday, January 1	
MLK, Jr. Day	Monday, January 15	
Good Friday*	Friday, March 30	
Easter*		Sunday, April 1
Memorial Day	Monday, May 28	
Independence Day	Wednesday, July 4	
Labor Day	Monday, September 3	
Rosh Hashanah*	Monday, September 10	
Yom Kippur*	Wednesday, September 19	
Veteran's Day	Monday, November 12	Sunday, November 11
Thanksgiving	Thursday/Friday, November 22/23	
Christmas	Monday/Tuesday, December 24/25	

In addition, sworn firefighters on an administrative schedule and all sworn police officers will receive 3 floating holidays in 2018.

All holidays for civilian employees have been incorporated into the PTO system.

\*time off granted only to participate in religious observances